



MEETING MINUTES
Parks and Recreation Advisory Commission (PRAC)
Wednesday, September 13th, 2023, at 4:30 P.M.
Lakeside Park Garden Center

Meeting Recording Link:

<https://oakland.granicus.com/player/clip/5690?&redirect=true>

CALL TO ORDER / ROLL CALL: 4:44 P.M.

BARACH, DUHE, HA, KOS-READ, D. SMITH, K. SMITH, TORRES, TRAN, WATKINS

Present (7): Chair Tran, Vice Chair Barach, Commissioners Ha, Kos-Read, K. Smith, Torres, Watkins
Excused (1): Commissioner Duhe
Absent (1): Commissioner D. Smith

1. MODIFICATION OF THE AGENDA:

- Item 6A will not be heard and is stricken from the agenda.

2. DISPOSITION OF MINUTES:

- July 12th, 2023 Draft Meeting Minutes
 - Under Item 6B “Motorcycle sideshows” should be changed to “sideshows”.

Motion: Chair Tran entertained a motion to approve the July Meeting Minutes with corrections.

Moved by: Commissioner K. Smith. **Second by:** Commissioner Kos-Read. **Vote:** Yes (7) Barach, Ha, Kos-Read, K. Smith, Torres, Tran, Watkins. **Abstain:** (0). **Motion:** Passed.

3. PUBLIC COMMENT: There were 3 speakers and 17 public comments received via email.

4. CONSENT CALENDAR ITEMS:

4A. **REQUEST APPROVAL FROM THE PARKS AND RECREATION ADVISORY COMMISSION TO ALLOW REBUILDING TOGETHER OAKLAND | EASTBAY PERMISSION TO COLLECT ONSITE DONATIONS, TICKET SALES AT DOOR AND HOST A SILENT AUCTION AT THE ANNUAL GATHER TOGETHER FUNDRAISER AT LAKE MERRITT SAILBOAT HOUSE ON THURSDAY, OCTOBER 5, 2023, FROM 11:00AM-10:00PM.**

- 4B. **REQUEST APPROVAL TO ALLOW MCCLYMNONDS REUNION COMMITTEE TO COLLECT ONSITE DONATIONS AND HOST THEIR ANNUAL REUNION AT DEFREMERY PARK ON SATURDAY, SEPTEMBER 30, 2023.**
- 4C. **REQUEST APPROVAL TO ALLOW THE OAKLAND BLACK COWBOY ASSOCIATION (OBCA) PERMISSION TO COLLECT FUNDS ONSITE THROUGH VENDOR SALES AT THEIR 49th ANNUAL FESTIVAL AND PARADE AT DEFREMERY PARK ON SATURDAY, OCTOBER 7, 2023.**
- 4D. **REQUEST APPROVAL TO ALLOW YOUTH SPEAKS PERMISSION TO COLLECT FUNDS ONSITE THROUGH VENDOR SALES AT THEIR LIFE IS LIVING COMMUNITY EVENT AT DEFREMERY PARK ON SATURDAY, OCTOBER 14, 2023.**

Motion: Chair Tran entertained a motion to approve the requests. **Moved by:** Vice Chair Barach. **Second by:** Commissioner K. Smith. **Vote:** Yes (7) Barach, Ha, Kos-Read, K. Smith, Torres, Tran, Watkins. **Abstain:** (0). **Motion:** Passed.

5. MEASURE Q OVERSIGHT/AD HOC COMMITTEE UPDATE:

*Visit Measure Q [website](#) for more information, documents, and reports.

- Informational Report: OPW Monthly Measure Q Report and Performance Measures Update.

Leslie Liew, OPW Business Analyst, Clinton Pugh, OPW Acting Park Services Manager, and Tom Morgan, OPW Administrative Manager presented the report. Hiring Metrics highlighted: 137 positions filled and 37 vacant. Deliverables highlighted: dedicated staff at major parks and priority neighborhood rankings (new data metric added to this report). Measure Q website is pending update as OPW works toward identifying the next staff who will take the lead (usually performed by Sean Maher who is out). This is the first Measure Q update since the ransomware attack as many reports had to be rebuilt and are still in the process of recovery. As a result, the current data does not accurately reflect the work being done. OPW is in the process of working toward finding a software/program that works for the facilities team via in-house application customization to assist with improving metric tracking.

Staff and leadership changes along with system glitches over the past 3 months have presented as obstacles, however, OPW is working to fill vacancies and update the system anticipating a vast improvement in coming months. There are 3 management positions posted that will be closing in the coming weeks into October. Filling the leadership gap will help with ensuring staff are properly trained for data input. About 10 or more Garden Crew Leaders were recently hired on to support data entry. Currently, the department is using PCs for data entry but have ordered tablets and other mobile devices for Parks Entry Services Division. The City Works system also needs to be reconfigured to be easily used in the field. Much of custodial staff is part-time and interviews are underway to fill those vacancies. Part-time custodians and park attendants tend to

matriculate over to the full-time positions once open, so this creates difficulty in keeping the part-time positions filled.

As it relates to data entry, Management and Supervisors are responsible for the creation of work orders, Crew Leaders collect and enter the data, then Supervisors close the work orders. After a year of data collection, the department believes it is close to reaching a baseline. Working on getting all trained in how to get the data and input it accurately. Once the app currently in beta testing is up and running, there will be a much better gauge of progress. OPW has worked with EBMUD to gain insight on how the organization collects data to help improve their process. Many parks are inundated with encampments which present additional challenges. Litter pickup is tracked to show how much time is spent on this activity versus others such as gardening, etc. City Works is the app that 311 group uses to enter service requests, and, with the ransomware interruption, many of the data tables had to be rebuilt. The app is able to communicate across platforms. The ransomware attack has been the catalyst for some progress. Additional funding has been designated for IT to initiate the necessary system upgrades/enhancements and accelerate those processes such as upgrading City Works to the current version and adding data to the cloud so that it is not susceptible to attacks such as this.

6. NEW BUSINESS:

~~6A. GENERAL OSCAR UPDATE.~~

6B. **INFORMATIONAL PRESENTATION REGARDING BLACK PANTHER PARTY NATIONAL PARK SERVICE MONUMENT.**

Laurie Earp, Special Projects Lead of Huey P. Newton Foundation presented the informational report. In an effort to preserve US history about the Black Panther Party, the Foundation is petitioning the National Park Service for the creation of a national monument in DeFremery Park through the deed of a parcel of land. Deeding a parcel of land to federal government provides an opening/pathway to additional funding. A survey engineer will be assisting with the selection of the parcel and size. This will not change open space designation at the park.

7. PLANNING AND CONDITIONAL USE PERMITS:

None.

8. UPDATE FROM DIRECTOR, COMMITTEES, RECREATION ADVISORY COUNCILS & ANNOUNCEMENTS:

Director's Report:

- Still working on Town Camp year-end numbers.
- Enrollment is back to pre-Covid numbers; 800 – 925 kids served per day in the summer.
- Analysis of fiscal year 2022 – 2023 spending showed OPRYD spent about 85% of its budget.
 - Conclusion: Need to fill full and part-time permanent vacancies, working with HR.

- Some permanent positions are frozen until July 1, 2025.
- OPRYD has new Administrative Services Manager I, Denise Aaron, overseeing the HR side of the department.
- 3 New Supervisors coming aboard.
- Open General Recreation Supervisor position.
- Quincy Williams will join as new Capital Improvement Projects, Assistant Coordinator replacing Hank Phan.
- OPRYD has achieved 91% of budget.
- Interim Director Riley's last in-office day will be September 29th, 2023. Thereafter she will work 1 day per week to assist with transition.
- Working on bringing hybrid meetings to PRAC. Undergoing meeting format testing.

PRAC Committees:

- Request for Lake Merritt working group members to work on scheduling next meeting.

Recreation Advisory Councils (RACs):

- No updates.

Announcements:

- Friday, September 22nd at Lake Merritt, 3 – 6p on Lakeshore there will be an event targeted to helping youth gain access to mental health services and jobs for those aged 16-26.
- Friday, September 22nd at the International Boxing Institute, 6 – 8p Women's Boxing/Self Defense classes will be provided.
- Every 3rd Friday from 6 – 9p through October 20th Salsa Escape will be at Liberation Park with free outdoor skating and salsa dancing.
- Autumn Lights is coming...get tickets!

9. OPEN FORUM: There were 4 speakers.

10. ADJOURNMENT: 6:29 p.m.

*Visit [PRAC Website](#) for more information, documents, and reports.

Next Meeting:

Wednesday, October 11th, 2023, at 4:30 pm

Lake Merritt Sailboat House

568 Bellevue Avenue

Oakland, CA 94610

Via Zoom

(For observation purposes only.)

Respectfully Submitted,



Jasmine S. Bellow
Executive Assistant to the Director
Recording Secretary